FROM:

REQUEST FOR AUTHORIZATION OF OVERTIME AND HOLIDAY WORK

TO:

Comptroller

25**X**1A

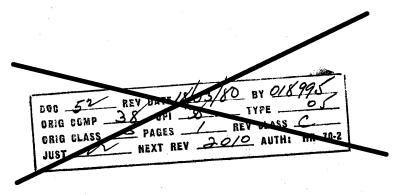
ALLOTMENT SYMBOL

PAY PERIOD		ESTIMATED NUMBER	
BEGINNING	EN DIN G	HOURS	EMPLOYEE
1 April 1962	14 April 1962	11	2
15 April 1962	28 April 1962	80	10
29 April 1962	12 May 1962	80	10

JUSTIFICATION

INDICATE. CONCISELY BUT ADEQUATELY, PURPOSE FOR WHICH OVERTIME IS TO BE USED, TYPE OF PERSONNEL INVOLVED (e.g., clerical, professional) AND REASON WORK CANNOT BE ACCOMPLISHED WITHIN 40 HOUR WEEK. (Do not include Operational Detail)

This overtime is necessary because of the accountings on hand to be audited.



25X1A9a

DATE

DATE CONCURRED

25X1A9a

TYPED NAME AND SIGNATURE OF SUPERVISOR (if applicable)

17 April 1962 Chief, O & L Branch, FD

vision

TYPED NA

DATE AUTHORIZED

Approved For Release 2001/08/09 : CIA-RDP78-05747A620100170064-1 FORM NO. 292 PREVIOUS EDITIONS

25X